

**Library Advisory Board**  
**Minutes of July 12, 2007 meeting**

- I. Call to Order – President David Lopez called the meeting to order at 4:30 p.m.  
Present: David Lopez, Sandy McDowell, Sue Henderson, Peggy Bowen, Kathy Davis, Susan Lilly, Vanessa Czopek, Colleen McSorley, Cynthia Jim
- II. Introductions – New members Sue Henderson and Colleen McSorley were introduced. Sue is active in the Friends of the Patterson Library. Colleen has lived in Oakdale since 1995. She is a realtor and she works for O’Brien’s Market.
- III. Approval of Minutes of April 12, 2007 meeting – Motion: Sandy McDowell, Second: Peggy Bowen. Unanimous Approval.
- IV. Old Business
  - a. Fines – Kathy Davis, head of the circulation department, reported that because of the negative connotation, we are now using the term “late fees” instead of “fines.” There are \$4 million in late fees and lost materials (cumulative since the 1980s). This equates to about \$75,000 per year. Last year (7/1/06-6/30/07) we collected \$321,000. Late fees are explained to new customers. Customers can opt to have email notification, which sends an email reminder three days before the due date. Mailed notices are sent to all others when an item is five days overdue and 15 days overdue. At 30 days overdue, the customer receives a bill.
- V. Public Comment Period – None.
- VI. New Business
  - a. County Librarian’s Report – Vanessa Czopek
    - i. Children’s performers are appearing at all branches throughout the summer. Puppet shows were held in June, Wizard’s Training School magic show in July, and a magic/acrobatics show in August. In addition, Harry Potter programs are being held during the week before the release of the final Harry Potter book.
    - ii. Read for the Record will be held September 20, 2007. “The Story of Ferdinand” is the book featured. The concept is for children across America to hear the same book read on one day. The goal is to break the world record set last year (150,000).
    - iii. Library staff participated in a month-long fitness challenge to encourage healthy living. It was popular and beneficial, so plans are to do another fitness challenge in Fall 2007.
    - iv. Vanessa Reported that a Master Card audit for 2003-2004 was perfect. There was one finding in 04/05 (one tax payment on an Amazon purchase was forgotten).

- v. Vanessa reported that the City of Stockton, which has been the fiscal agent for 49-99 since 1969 is no longer able to fulfill that role. Therefore, the Joint Powers Agreement that governed 49-99 has been abolished and it has to be re-established as an organization by joint resolution to continue agreements to loan materials within the cooperative, make joint purchases, etc. This will go to the Board of Supervisors on July 24, 2007. The board or council of each jurisdiction involved will need to adopt the joint resolution.
- vi. Effective July 2, 2007, hours of operation changed at libraries in Denair, Empire, Hughson, Keyes and Salida. Most hours were adjusted, with no change in the number of open hours. Salida hours were changed, with the addition of open hours on Mondays.
- vii. Downloadable audio books are now available from the library's web site. Customers download a recorded book and then transfer it to a compatible handheld device if desired. The license for the downloaded book is valid for 21 days.
- viii. Another new electronic format now available at Stanislaus County Libraries is the playaway devices. Playaways are self-playing digital audio books. Each playaway contains one audio book. The device is about the size of a deck of cards. The customer checks out the playaway and provides his or her own headphones and a AAA battery. Playaways also check out for 21 days.
- ix. MyLibraryDV is a new downloadable video service on the library's web site. It includes travel programs, cooking shows, other how-to programs, documentaries, even Antiques Roadshow. Customers can check out up to 10 MyLibraryDv titles at one time and each title checks out for 7 days. When the checkout period expires, the file is automatically removed from the customer's computer.
- x. The Library Foundation's Spelling Bee was a success, raising \$12,000 for library programs. The next Spelling Bee fundraiser will be held in April 2008.
- xi. Business Manager Cynthia Jim distributed budget summaries, reflecting proposed expenditures of \$12,444, 383. With little to no growth expected in sales tax revenue, budgeted revenue totals \$10,858,960. Therefore, approximately \$1.6 million of fund balance will be needed to close the gap. This will be a very lean year. Staff will be looking for ways to reduce expenses.

VII. The next meeting was scheduled for October 25, 2007. The meeting was adjourned at 5:35 p.m. Motion: Colleen McSorley. Second: Sue Henderson. Unanimous approval.

Respectfully Submitted by  
Susan Lilly